

# MONTGOMERY COUNTY COMMUNITY ACTION BOARD

September 24, 2019, 7 pm  
1401 Rockville Pike, Room 3603

## AGENDA

Welcome and Call to Order

*Chair*

### 7:00 PM CONSENT AGENDA

*Chair, CAB Members, & Staff*

- I. **Minutes:** June 25, 2019 CAB Meeting (Pages 1 – 3)
- II. **Meeting Evaluations Summary:** June 25, 2019 CAB meeting (email only)
- III. **Staff Reports:**
  - a. Executive Director’s Report (Pages 4 – 8)
  - b. Head Start Report (Page 10)
    - P card statements (email only)
  - c. Contracts Report (Page 11)
    - Food Council Updates (email only)
  - d. Staff Liaison’s Report (email only)
- IV. **Additional Reports/Updates/CAB Advocacy (email only):**
  - a. VITA Report
  - b. FY20 Year-At-A-Glance
  - c. CAB FY19 Accomplishments
  - d. Office of Consumer Protection Reports – July and August
  - e. CAB Report for BCC Leadership Quarterly Meeting with DHHS Director

### 7:05 PM NEW BUSINESS/DISCUSSION/ACTION ITEMS

*CAB Members/ Staff*

- I. **7:05 – CAB Updates/Action Items**
  - Overview of the 2019 Community Needs Assessment (email only)
    - Action Item: Vote to Adopt
    - Action Item: Establish CNA Executive Summary Committee
    - Discussion: CAB Advocacy Priorities
  - MMF Entity Matrix
    - Process Overview *Meredith Bowers*
    - CAA’s Response (separate handout) *Sharon Strauss*
    - Discussion
  - CAI Updates
- II. **7:35 – Executive Director’s Report** (Pages 4 – 8) *Sharon Strauss*
  - CSBG CAP Plan and Triennial Review
  - 2Gen Initiative – Community Level Initiative – Service Integration for Long Branch (Page 9)
  - Budget Updates
- III. **7:50 – Head Start Report** (Page 10) *Charlene Muhammad*
  - HS Community Needs Assessment
  - Head Start Grant Audit (email only)
- IV. **8:00 – Contracts Report** (Page 11) *Aizat Oladapo*
  - Contract Monitoring FY13 – FY20 Charts (email only)
  - FY20 Contracts/Outcomes List (Pages 12 – 14)

### ANNOUNCEMENTS & EVENTS

*CAB Members/ Staff*

- CAI Alumni Workshop – The County Grants Process: Thurs, Sept. 26, 6 – 8 pm, 1401 Rockville Pike, Room 3603
- Pre-K/Head Start Community Providers’ Forum: Fri, Sept. 27, 9:30 – 11:30 am, 4910 Macon Rd, Rockville
- SAVE THE DATE: CAA Contract Partners’ Meeting, Tues, Dec. 3, 10 am – 12 pm, Silver Spring Civic Building

#### Upcoming EC/CAB Meetings:

- ⇒ **Executive Committee Meeting:** October 2, 6 pm, 1401 Rockville Pike, Room 3603
- ⇒ **Community Action Board Meeting:** October 22, 7 pm, 1401 Rockville Pike, Room 3603

Mission Statement: *To reduce poverty and increase self-sufficiency among County residents through services, partnerships, and advocacy.*